

Project Progress Report

Project Name: **Grants, Contracts, and Loans Management System**

Reporting Period:	From:	July 1, 2008	To:	July 31, 2008
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Audience: Sadie Rodriguez-Hawkins, Jan Marie Ferrell, Polly Zehm, Allen Schmidt, Lynne McGuire, DIS, and ISB

Schedule Status: ☒ **GREEN** ☐ **YELLOW** ☐ **RED**

(Green = project is on-time; Yellow = project is 10% behind schedule; Red = project is more than 10% behind schedule or a significant risk has arisen that could cause failure of the project)

Budget Status: ☒ **GREEN** ☐ **YELLOW** ☐ **RED**

(Green = project is on-budget; Yellow = project is 10% over budget; Red = project is more than 10% over budget or a significant risk has arisen that could cause failure of the project)

Risk Status: ☒ **GREEN** ☐ **YELLOW** ☐ **RED**

(Green = no new risks; Yellow = new risks are level 6 or less; Red = new risks are level 9)

Achievements

- Completed requirements elaboration and functional design documentation for all functional areas, packaged, and distributed to OGMA, which included all process flows, narratives, document grids, workflow, business rules, and document spreadsheets
- Began discussions with CTED and Ecology technical staff to determine the data needs for migration and interfaces.
- Completed requirements for interfaces and message bus
- Reviewed and approved the Enterprise Service Bus proposal from Sierra to support GCLM and amended the contract
- Completed testing scope analysis establishing the width of the testing effort
- Distributed National Institute for Governmental Procurement (NIGP) commodity/service code structure to OGMA for implementation
- Compiled reports gathered from CTED and Ecology staff.
- Provided an overview of GCLM for the Council for Children and Families
- Met with OFM's Data Administration and Forecasting to discuss the best GIS configuration option
- Installed the latest version of ESRI software to test the spatial data storage performance

Objectives for the next reporting period

- Finalize functional design packages by answering questions posed by OGMA and Critical Logic, refine business rules, define both internal and external roles, determine source data, and system variables.
- Service bus kick off, standards determination, and requirements elaboration

Schedule

Major Milestones and Deliverables for July

- Complete requirements elaboration and functional design documentation package

Planned Major Milestones and Deliverables

- Pilot
 - **Pilot configuration requirements and design** **7/31**
 - Configure System 11/3
 - System Testing 11/19
 - Test Scripts
 - Testing Framework
 - Completed System Test
 - **User Acceptance Testing** **12/10**
 - **Re-baseline – Go/No-Go** **12/10**
- **ECY – CTED first program implementation** **1/12**
- Rollout to remaining programs 6/24
- Post implementation review 7/2

Budget

IT Project Pool:	5,463,810
<i>Project-to-date (7/07 to 7/08)</i>	
<i>* Expense transactions recorded as of August 11</i>	
Salaries/Benefits	500,441
Internal Administrative	193,645
Software Package	260,000
External QA	36,900
External Testing	55,263
Equipment	2,887
Travel	1,938
Goods & Services:	3,370
Total Expense:	1,054,444
Project Balance:	4,409,366

Issues

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Risks

Newly discovered or re-arisen, including Risk Severity Indicator